

## **RESOLUTION NO. 17-02**

### **RESOLUTION OF THE TOWN OF ST. LEO TOWN COMMISSION APPROVING PUD #13-A, MAJOR MODIFICATION #1 TO THE BENEDICTINE SISTERS OF FLORIDA PUD MASTER PLAN.**

WHEREAS, a Planned Unit Development (PUD) application (PUD #13-A) was approved by the Town of St. Leo Town Commission on April 8, 2013 to construct a new monastery for the Benedictine Sisters of Florida pursuant to the LDC Article XII, Development Review Procedures And Development Standards For General Site Plans and Planned Unit Developments, and

WHEREAS, an application was filed by the Benedictine Sisters of Florida pursuant to the LDC Article XII, Development Review Procedures And Development Standards For General Site Plans and Planned Unit Developments, to construct a galvanized steel water storage tank, which is 11 feet high, 37 feet in diameter, and approximately 1,075 square feet in size, and

WHEREAS, a public hearing was held on November 14, 2016, before the Town of St. Leo Town Commission, which gave full and complete consideration to the recommendations of the staff and evidence presented at the meeting.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF ST. LEO TOWN COMMISSION:

#### SECTION A. REQUEST

The Applicant is requesting construction of a 1,075 square foot galvanized steel water storage tank to meet fire flow requirements. There are no variances to the Land Development Code (LDC).

#### SECTION B. FINDINGS AND CONCLUSIONS

No LDC variances are triggered by the water storage tank. The cumulative increase in total site building square footage is 35%, which triggers only a minor modification review by the Town Commission. However, a major modification review, which requires a public notice and a public hearing, was deemed appropriate given the size and prominent location of the water storage tank, which would front on Wichers Road. Therefore, a public hearing is required. The PUD modification meets LDC the required Wichers Road fifty foot setback.

#### SECTION C. TOWN COMMISSION DECISION

Based on the facts and analysis presented in this report, the Town Commission APPROVES the galvanized steel water storage tank with the following conditions:

1. Subject to conditions of approval for PUD #13-A and PUD #13-A, Minor Modifications #1, #2 and #3.

2. Plant eight (8) Southern Red Cedars, minimum 2" caliper, 7'-8' high, Florida Quality Grade No. 1, around the water storage tank as generally shown on the site plan. The trees are to be planted and inspected by Town Staff prior to the issuance of a final building and/or fire inspection approval.
3. Require that all other applicable state or federal permits be obtained before development commences and further that the issuance of the building permit does not in any way create any right on the part of the Applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the Town for issuance of the permit if the Applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.

Any future modifications to the PUD will require review subject to LDC Sec. 10.10, Modifications to a PUD.

#### SECTION D. EXHIBIT A

The following documents are attached to this resolution and incorporated herein by reference:

Town Staff Report with exhibits, including the Applicant's application and supporting documents.

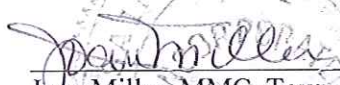
#### SECTION E. TOWN COMMISSION MOTION

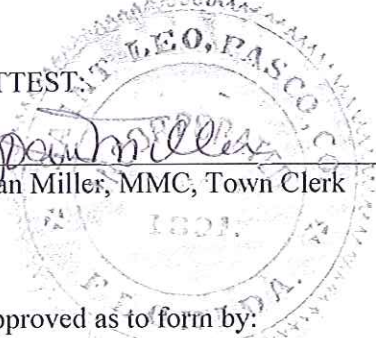
The foregoing resolution was adopted by the St. Leo Town Commission vote as follows:

Richard H. Christmas, Mayor  
James Hallett, O.S.B.  
Gregory P. Smith  
Donna DeWitt, O.S.B.  
Curtis Dwyer

DULY PASSED AND ADOPTED this 14<sup>th</sup> day of November, 2016.

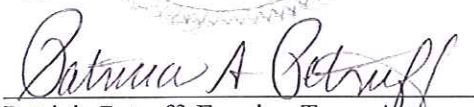
ATTEST:

  
Joan Miller, MMC, Town Clerk



  
Richard H. Christmas, Mayor

Approved as to form by:

  
Patricia Petrucci, Esquire, Town Attorney

**EXHIBIT A**  
**Town Staff Report/Exhibits**  
**Applicant's Application and Supporting Documents**





**TOWN OF ST. LEO STAFF REPORT**  
**Benedictine Sisters of Florida Planned Unit Development Master Plan**  
**PUD #13-A, Major Modification #1**  
**Town Commission Public Hearing Meeting**  
**November 14, 2016**

**Applicant:** Holy Name Academy, Inc.

**Representative:** Brian Surak, P.E.

**Request:** Approval of a Major Modification to PUD #13-A to construct a steel water storage tank 37 feet in diameter, eleven (11) feet in height, and approximately 1,075 square feet in area.

**Location/Legal Description:** Generally the southeast corner of State Road 52 and Wichers Road. The area is an approximate 9.9 acre site within Folio #01-25-20-0000-02300-0030 along the east side of Wichers Road (Exhibit A).

**Land Use Designation:** Institutional

**Zoning:** Institutional

**PUD and PUD Modifications Historic Overview**

On April 8, 2013, the Town Commission approved PUD #13-A, the construction of a new monastery for the Benedictine Sisters of Florida on an approximate 9.9 acre tract (Exhibit A). The monastery facility consists of two buildings (one-story in height) totaling approximately 13,900 square feet, including 20 bedrooms, central kitchen facility and other related facilities (96 seat chapel, library, recreation areas and administration offices) with 46 parking spaces. Other buildings were noted as "future" and will require review and approval at a future date pursuant to LDC Sec. 10.10, Modifications to a PUD.

As part of the PUD #13-A approval, variances were granted to not require a buffer wall along Wichers Road until such time as the adjacent property to the west that is zoned Residential were to be developed, permit 29 grass parking spaces and permit the stormwater pond to be located on the adjacent property, which is also owned by Holy Name Academy.

On September 9, 2013, the Town Commission approved PUD #13-A, Minor Modification #1, a variance to provide only 450 linear feet of buffer along Wichers Road, and to only plant canopy trees.

On January 11, 2016, the Town Commission approved Minor Modification #2, construction of a 3,794 square foot residence building with no variances to the Land Development Code (LDC).

On March 14, 2016, the Town Commission approved Minor Modification #3, construction of a 30 foot high bell tower.

#### PUD Major Modification #1

The Applicant is requesting to construct a galvanized steel water storage tank 37 feet in diameter and 11 feet in height, approximately 1,075 square feet in area (Exhibits A and B) with no variances to the Land Development Code (LDC). The water storage tank is for meeting fire flow requirements. Its location along Wichers Road is at a high elevation point of the PUD site, and therefore, affords additional gravity flow pressure. The Applicant's application submittal and supporting documents for the water storage tank are provided in Appendix A.

#### Staff Analysis:

A comparison of the original approved PUD and Major Modification#1 is as follows:

Use	Original PUD	Minor Modification #2	Major Modification #1	Cumulative Total
Residence	6,414 sq. ft.	3,797 sq. ft.	No change	10,211 sq. ft.
Office	1,180 sq. ft.	No change	No change	1,180 sq. ft.
Community	3,810 sq. ft.	No change	No change	3,810 sq. ft.
Chapel	2,489 sq. ft.	No change	No change	2,489 sq. ft.
Water tank			1,075 sq. ft.	1,075 sq. ft.
<b>TOTAL</b>	<b>13,902 sq. ft.</b>	<b>3,797 sq. ft.</b>	<b>1,075 sq. ft.</b>	<b>18,765 sq. ft. (+35%)</b>
Required Parking	36 spaces	39 spaces	39 spaces	Provided: 52 spaces

No LDC variances are triggered by the new water tank. The cumulative increase in total site building square footage since the approval of the original PUD is 35%, which triggers only a minor modification review by the Town Commission. However, given the size and prominent location of the water storage tank, which fronts on Wichers Road, a major modification review, which requires a public hearing, was deemed appropriate. The water storage tank meets LDC requirements related to the Wichers Road fifty foot setback.

#### Consistency of the proposed development with the goals, objectives and policies in the Comprehensive Plan.

Consistency was addressed in the original PUD approval; however, the tank must be reviewed pursuant to LDC Sec. 10.9 PUD Development Guidelines review criteria #5:

*Lots and Buildings: Buildings shall be uniform in architectural design theme and building materials.*

*The architectural design of the water storage tank is galvanized steel and is not consistent with the overall design of the complex. However, given the type of use and related structure, design compatibility in this case, can be achieved through dense landscaping around the tank. The Applicant is proposing to*



*plant eight (8) Red Cedars around the water storage tank, which will provide a sufficient buffer along Wichers Road.*

### Recommendation

Based on the facts and analysis presented in this report, it is recommended that the Town Commission APPROVE the proposed water storage tank with the following conditions:

1. Subject to conditions of approval for PUD #13-A and PUD #13-A, Minor Modifications #1, #2 and #3.
2. Plant eight (8) Southern Red Cedars, minimum 2" caliper, 7'-8' high, Florida Quality Grade No. 1, around the water storage tank generally as shown on the site plan. The trees are to be planted and inspected by Town staff prior to the issuance of a final building and/or fire inspection approval.
3. Require that all other applicable state or federal permits be obtained before development commences and further that the issuance of the building permit does not in any way create any right on the part of the Applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the Town for issuance of the permit if the Applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.

Any future modifications to the PUD will require review subject to LDC Sec. 10.10, Modifications to a PUD.

This report has been prepared by:



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Jan A. Norsoph, AICP  
Engelhardt, Hammer & Associates, Inc.  
Town of St. Leo Planning Consultant

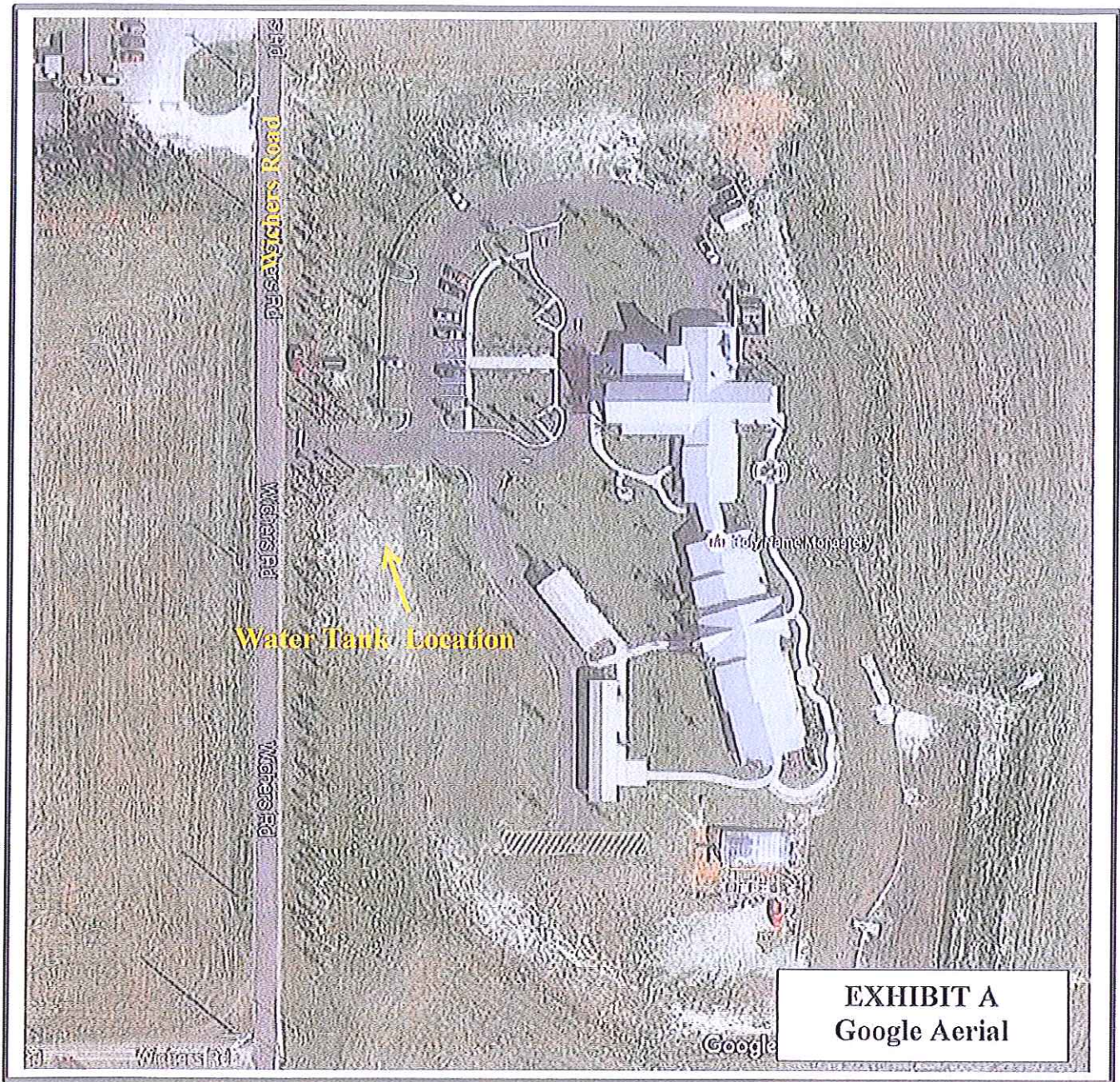
*Engelhardt, Hammer & Associates reserves the right to update this report upon becoming aware of new or updated information.*

## **EXHIBITS**

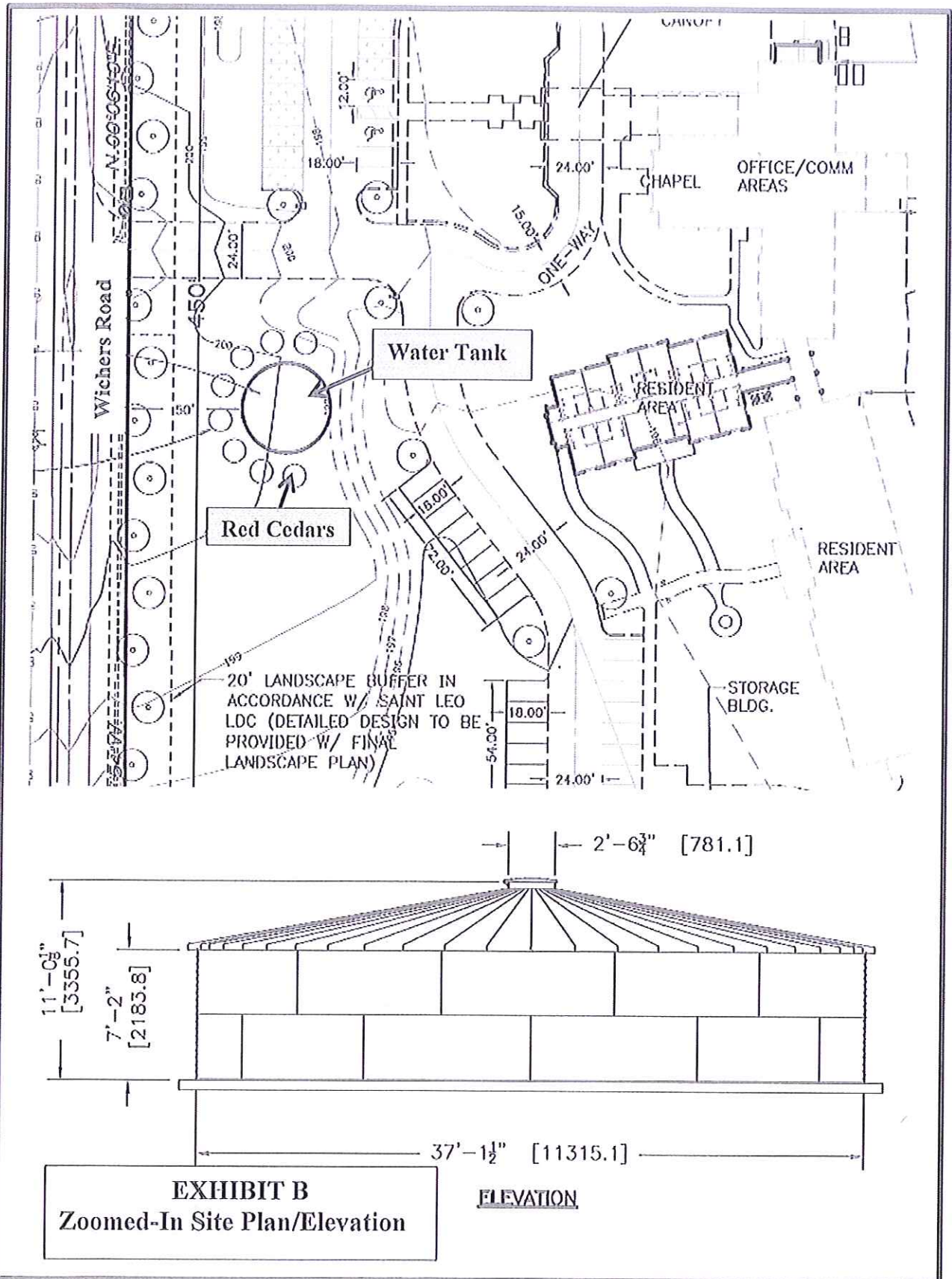
**Exhibit A: Aerial**

**Exhibit B: Zoomed-In Site Plan and Elevation**









## **APPENDIX A**

**PUD Application**

**Full Size Site Plan**





## Town of St. Leo

P.O. Box 2479, 34544 State Road 52

Saint Leo, Florida 33574

Phone: 352-588-2622

Fax: 352-588-3010

TownClerk@TownofStLeo-FL.gov

www.TownofStLeo-FL.gov

### Planned Unit Development Review Application

DATE SUBMITTED 10/21/2016

All applications are to be filled out completely and correctly, and submitted in person (no fax or deliveries) to the Town Clerk by the scheduled deadline date. The applicant, by filing this application agrees he/she will comply with all requirements of the Town of St. Leo Land Development Code (LDC). It is necessary for the applicant or the applicant's representative to be present at the public hearing meeting. No revisions to the application request will be processed later than 21 days prior to the scheduled Town Commission meeting. The public hearing will be conducted pursuant to Quasi-Judicial Proceedings.

IT IS INCUMBANT UPON THE APPLICANT TO SUBMIT CORRECT INFORMATION. ANY MISLEADING, DECEPTIVE, INCOMPLETE OR INCORRECT INFORMATION MAY INVALIDATE THE APPROVAL.

Applicant (title holder[s]) Holy Name Academy

Applicant's Address PO Box 2450, Saint Leo, FL 33574

Phone 352-588-8320 Fax \_\_\_\_\_ Email roberta.bailey@saintleo.edu

Representative (Affidavit of Authorization /Ownership is required) Sister Roberta Bailey

Phone 352-588-8320 Fax \_\_\_\_\_ Email roberta.bailey@saintleo.edu

Architect/Engineer/Planner/ Contractor Surak Engineering, LLC

Address 3710 W. Horatio Street, Tampa, FL 33609

Phone 813-244-5136 Fax \_\_\_\_\_ Email bsurak@verizon.net

Date Property Title Obtained 1961 Parcel Folio# 01-25-20-0000-02300-0030

Legal Description See Attached

Property Address 12138 Wichers Road, San Antonio, FL 33576

Request (Use Additional Sheets if Necessary) This application is a modification to the existing PUD to add a water storage tank to meet the City of Saint Leo fire flow requirements.

SUBMITTAL REQUIREMENTS: The PUD site plan shall include the submittal requirements contained in the LDC, Chapter 10, Sec. 10.8. Upon determination of completeness, two sets of the application and proposed PUD plans/building elevations are to be submitted. If trees are proposed to be removed, a tree survey for all trees over 3" d.b.h on site may be required if deemed applicable by staff.

~~\$150.00~~

FEE: The applicant will be billed a \$50.00 ~~100.00~~ application fee and for the actual expenses related to the Town of St. Leo's Attorney, Planning Consultant and other Town of St. Leo staff review of the application. This may include, but is not limited to: cost of public notices, time spent reviewing the application for completeness, site inspection(s), preparing a report to the Town Commission, telephone conversations and/or written correspondence to the applicant and others, attending any meetings with the applicant and attending public hearings. The Town Commission may request an advanced partial payment based on an estimate of the Planning Consultant and Attorney fees and expenses.

Signature of Title Holder(s)/Owner(s) *S. Bailey, President/Owner*

Date 10/21/16 ~~\$50.00~~ Application Fee Paid \$50 paid Associated Fee Total \$ \_\_\_\_\_ Date Associated Fees Paid

Updated 10/21/2016





REVENUES:	
1-17-18	ADDED WATER SUPPLY RESERVE
12-15-18	ADDED BLDG. ADDITION, PAV. PARKING
6-10-19	REVISED TIF C LANDSCAPE BUFFER
DATE	DESCRIPTION